

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 134
AUGUST 20, 2014 – WORK SESSIONS**

Public Works Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, August 20, 2014, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Helen Price Johnson, Member
 Aubrey Vaughan, Member – via Polycom from Camano

Staff Present: Bill Oakes, Director

Record @ 00:05

Surface Water

Subject/Description: Crosby/Rigging Conveyance – County Drainage Project

Attachment: Memorandum dated 8/5/14

Action Requested: Authorization for County Drainage Project (CDP); Crosby at Rigging Conveyance; Total Appropriation: \$81,080.00.

Follow Up: Okay with full Board to move forward to a Monday agenda.

Human Resources Summary Minutes

Work Session was held between the County Commissioners and Human Resources on Wednesday, August 20, 2014 at 9:05 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Staff: Pam Dill
Helen Price Johnson, Member
Aubrey Vaughan, Member - via Polycom from Camano

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Bill Oakes, Keith Higman, Larry Van Horn

Record @ 06:20

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Public Works

- Truck Driver 1, replacement, R-11, #073/14
Commissioner Price Johnson moved to approve Job Requisition #073/14. The motion was seconded by Commissioner Johnson and carried unanimously.

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Health

- Environmental Health Specialist II MRC Coordinator, .50 FTE, replacement, C-11, #074/14
Commissioner Price Johnson moved to approve Job Requisition #074/14. The motion was seconded by Commissioner Johnson and carried unanimously.

Facilities

- Night Custodian, replacement, C-6, #075/14
Commissioner Price Johnson moved to approve Job Requisition #075/14. The motion was seconded by Commissioner Johnson and carried unanimously.

Subject/Description: Policy Manual update

Attachment: none

Information: Melanie Bacon reviewed Policy 2.01.008 Compensation, Policy 2.01.011 Classifications Plan/Pay Grade, Policy 2.01.058 Firearms and Policy 2.01.094 Key Card with the Board.

Follow up: Melanie will make the suggested changes and bring back to a future work session.

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, August 20, 2014, at 9:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:	Jill Johnson, Chair Helen Price Johnson, Member Aubrey Vaughan, Member – via Polycom from Camano	Staff: Pam Dill
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Staff Present: Jackie Henderson, Director, Betsy Niemann, Lynda Richards, Catherine Reid

Others Present: Elaine Marlow, Budget Director

Record @ 42:46

Subject/Description: Chemical Dependency Program

Attachment: yes

Information: Betsy Niemann, Chemical Dependency Treatment Coordinator, reviewed the Substance Abuse Prevention-Intervention-Treatment-Aftercare 2 Year Strategic Plan with the Board.

Follow up: Continue review to the next work session.

Subject/Description: Housing Assistance Program

Attachment: yes

Action Requested: Request for Proposal #14-02; Housing Assistance Projects; Funding Period: 1/1/15-12/31/15; Amount: \$500,000.

Follow up: Okay with full Board to move forward with RFP.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 136
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Island County Auditor

Summary Minutes

Work Session was held between the County Commissioners and the Auditor on Wednesday, August 20, 2014, at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair **Staff:** Pam Dill
Helen Price Johnson, Member
Aubrey Vaughan – via Polycom from Camano

Present: Sheilah Crider, Auditor, Michele Reagan

Others Present: Elaine Marlow, Budget Director

Record @ 01:13:55

Subject/Description: Updates
Attachment: none

- Primary Election – results were certified by the Canvass Board on Tuesday, August 19th, with the exception of the Treasurer’s race, which will require a mandatory hand recount.
- County Credit Cards – submitted all information to Key Bank; expect to be issuing cards in September.
- Vendor Printing, Assembly & Mailing of election ballots – currently in contract review; hope to have in place for the November general election.

Planning & Community Development Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, August 20, 2014 at 10:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Helen Price Johnson, Member
 Aubrey Vaughan, Member – via Polycom from Camano

Staff Present: David Wechner, Director, Paula Bradshaw, Brad Johnson, Will Simpson

Others Present: Elaine Marlow, Budget Director

Record @ 01:26:50

Subject/Description: Planning update

Attachment: Monthly update/revenue report/Memorandum dated 7/21/14 from Will Simpson to Dave Wechner /Memorandum dated 7/21/14 from William Simpson, to David Wechner re: Revised Schedule for the 2016 Comprehensive Plan

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Information: David Wechner provided an update on development review/code enforcement/building, strategic planning/office management, and wetland vegetation surveys for the CWU program. Brad Johnson provided an update on Long Range Planning.

**Monthly Financial Reports
From Auditor & Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, August 20, 2014, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Helen Price Johnson, Member
 Aubrey Vaughan, Member – via Polycom from Camano

Present: Ana Maria d Nunez, Treasurer, LaRae Brown

Record Part 2 @ 00:05

Subject: Monthly Financial Report
[MONTHLY FINANCIAL REPORTS BY AUDITOR AND TREASURER](#)

**Department of Natural Resources
Summary Minutes**

Work Session was held between the County Commissioners and the Department of Natural Resources on August 20, 2014 at 1:30 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Helen Price Johnson, Member
 Aubrey Vaughan, Member - via Polycom from Camano

Staff Present: Keith Higman, Director, Jill Wood

Others Present: Elaine Marlow, Budget Director

Record Part 2 @ 24:15

Subject/Description: Puget Sound Partnership

Attachment: Grant Agreement

Action Requested: Approval of contract with Puget Sound Partnership – Island County Local Integrating Organization (ILIO); Contract continues to provide financial support for the coordination of the Island County Local Integrating Organization within Island County watershed (WRIA 6) from 10/1/14 through 9/30/15. Contract No. 2015-01; Amount: \$75,000.

Follow up: Okay with full Board to move forward to a Monday agenda.

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**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, August 20, 2014, at 1:35 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair **Staff:** Pam Dill
 Helen Price Johnson, Member
 Aubrey Vaughan, Member – via Polycom from Camano

Staff Present: Keith Higman, Director, Jill Wood

Others Present: Elaine Marlow, Budget Director

Record Part 2 @ 33:45

Add-on

Subject/Description: NWCAA representation

Attachment: none

Information: Island County has a seat on the NWCAA Board of Directors. Recently Keith Higman has been attending the meetings at the request of the Board. Jill Wood attended the August meeting in Keith's stead and provided a briefing of the meeting to the Board.

Keith will continue to attend the NWCAA Board of Director meetings through the end of the year at which time the Board will review 2015 Committee Assignments and appoint a Commissioner to attend the meetings.

**Budget Director/GSA/IT
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, August 20, 2014, at 2:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair **Staff:** Pam Dill
 Helen Price Johnson, Member
 Aubrey Vaughan, Member – via Polycom from Camano

Staff Present: Elaine Marlow, Budget Director, Don Mason

Record Part 2 @ 01:00:15

Subject/Description: Primary Public Defense Contractor Caseload Statistics

Attachment: Memo dated 8/13/14 from Don Mason

Information: Caseload report for the 1st half of 2014.

Subject/Description: RCW 10.101 Annual Grant for Public Defense funds

Attachment: Memo dated 8/15/14 from Don Mason, to BOCC

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Information: RCW 10.101 Annual Grant; Estimated amount for 2015 \$53,876.00.

Subject/Description: Interagency Agreement with WA State Office of Civil Legal Aid

Attachment: Agreement/ Children's Representative Program, implementing 2ESSB 6126

Action Requested: Approval of Interagency Agreement between State of Washington Office of Civil Legal Aid and Island County.

Follow-up: Okay with full Board to move forward to a Monday regular agenda.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Jill Johnson, Chair

Helen Price Johnson, Member

Aubrey Vaughan, Member

ATTEST:

Debbie Thompson, Clerk of the Board